

FINANCE AND STATISTICS HANDS-ON TRAINING
For Charter School Personnel
September 19, 2005
Utah State Office of Education
Board Room

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|-----------|---|
| 1:00-1:30 | Larry Newton, Finance and Statistics Director
Welcome! Finance and Statistics Overview, Contacts Form |
| 1:30-1:40 | Lisa Putman, Federal Funds Update |
| 1:40-1:50 | Emily Eyre, Professional Staff Cost Formula,
The November 1 Due Date |
| 1:50-2:10 | Cathy Dudley, Vendor Applications, EFT Payment Form, Fraud, and
Name Changes |
| 2:10-2:30 | Randy Raphael, Fall Enrollment and Audit Reports, and
The December 1 Special Education Data Collection |
| 2:30-2:40 | Deanna Timothy, Pitfalls of Fall Enrollment Report Submission |
| 2:40-2:45 | Shaunna Ford, Allotment Memo and Contacts, New Website |
| 2:45-3:00 | Break, Drinks, Cookies and Fruit |
| 3:00-3:30 | Patty Murphy, Minimum School Program Budget
What's a Budget? Why Does it Change? When Does it Change? |
| 3:30-3:50 | Gary Belliston, Finance Issues |
| 3:50-4:50 | Richard Tolley, Annual Financial and Audit Reports (Due October 1) |
| 4:50-- | Other? |

Please bring the FY06 Workshop Book with you. If you do not have one, please Contact Shaunna Ford.